



## Guidelines for Submission

### The CODE Burt Award for First Nations, Inuit, and Métis Young Adult Literature 2019 Eligibility and Assessment Criteria

Follow these <b>four steps</b> to apply for this award:	
<b>Step 1</b>	Read the <b>Guidelines</b> for details about the purpose of the award, who may submit and other eligibility criteria, award amount, and assessment process.
<b>Step 2</b>	Read the <b>Important Information</b> section. If you still have questions about the award or the registration process, contact the National Reading Campaign or CODE.
<b>Step 3</b>	Complete all sections of the <b>nomination forms</b> .
<b>Step 4</b>	Physically mail the Publisher’s Nomination Form for each eligible title submitted and send the completed form with <b>four (4)</b> copies of the book or bound manuscript to the National Reading Campaign. Be sure to use the form for each category of submission.  All submissions must be received by the August 30, 2019 deadline.  National Reading Campaign 192 Spadina Ave., Suite 107 Toronto, ON M5T 2C2

For more information email [info@nationalreadingcampaign.ca](mailto:info@nationalreadingcampaign.ca) with the subject line: CODE Burt Award.

**CODE and the National Reading Campaign are committed to equity and inclusion. We welcome applications from diverse Indigenous, cultural and regional communities, and from people with disabilities.**

Late submissions, incomplete submissions or forms submitted by fax or email will not be accepted

2019 is the first year for the Indigenous-language category for the CODE Burt Award program, and the first ever Young Adult Indigenous-Language literature award in Canada, we welcome your questions and suggestions for improvements. If you have a book/project you think should be considered, please be sure to send your questions/ queries and reasoning regarding your submission to the National Reading Campaign: [info@nationalreadingcampaign.ca](mailto:info@nationalreadingcampaign.ca) with the subject line: CODE Burt Award.

**Deadline: 30 August 2019**

**English-Language Category:**

- Only eligible book publishers operating in Canada can submit titles (see page 5 for criteria).
- Eligible manuscripts and books published **in English** between February 15, 2018 and April 30, 2019
- Must be written, illustrated or translated into English by First Nations, Inuit, or Métis creators.
- The award is given for literary and artistic excellence for works that are accessible, written at the appropriate reading level, and culturally relevant to First Nations, Inuit, and Metis youth ages 12-18.
- Accepting: Novels, novellas, short story and poetry collections by a single author, graphic novels, and creative non-fiction.
- Not accepting non-fiction such as text books, history, biology, math or science, or any other instructional non-fiction.
- One winner and one honour book will be selected.
- The creators of the winning book (author, translator or graphic novel illustrator) will receive a total of \$6,000 CAD.
- The creators of the honour book (author, translator or graphic novel illustrator) will receive a total of \$3,000.00 CAD.
- The publishers of the winner and honour title will receive a guaranteed purchase of books of up to 2,500 copies each.

**NEW in 2019 Indigenous-Language Category:**

- Only eligible book publishers operating in Canada can submit titles (see page 5 for criteria).
- In 2019: Eligible manuscripts and books published **in any Indigenous-language in Canada** between **January 1, 2014 and April 30, 2019**.
- Must be written, illustrated, translated by First Nations, Inuit, or Métis creators
- The original author of books translated from English into any Indigenous language must be First Nations, Inuit, or Métis.
- Accepting: novels, novellas, short story and poetry collections by a single author, hi/lo (high interest/low reading level) fiction, graphic novels, and creative non-fiction.
- Not accepting: children's picture books, non-fiction such as text books, history, biology, math or science, or any other instructional non-fiction.
- Must include an English translation (published or unpublished) for eligibility purposes that reflect the quality and content of the Indigenous-language work.
- If the submission is a translated work, it must be based on a publication that was written by a First Nations, Inuit, or Métis author.
- One title will be selected as the winner.  
The creators of the winning book (author, translator, graphic novel illustrator) will be awarded total of \$6,000 CAD.
- The publisher of the winning title will receive a guaranteed purchase appropriate to the size of the language community of the winning title, but no more than 2,500 copies.

There are now two categories for submission: English-Language and Indigenous-Language. Before making your submission, please review the following guidelines.

## GUIDELINES

<p><b>Description of the Award</b></p>	<p>The CODE Burt Award for First Nations, Inuit, and Métis Literature is a literary award and readership initiative established by CODE with the generous support of Canadian philanthropist William (Bill) Burt and the Literary Prizes Foundation, now known as the Consecon Foundation. This Award supports and promotes the writing and publishing of high quality, culturally relevant literary works for young adults.</p> <p>The awards are given annually to <b>English-language literary works for Young Adults (ages 12-18)</b> that are written or translated into English by First Nations, Inuit, or Métis authors.</p> <p>In 2019, we are also awarding a <b>book written or translated into any Indigenous-language</b> as listed by Statistics Canada, <b>created by First Nations, Inuit, or Métis authors/illustrators/translators</b>. The work must be written for a young adult audience.</p> <p>The award is for Young Adult literature and is open to novels, short story and poetry collections by a single author, graphic novels, and creative non-fiction. We are not accepting children’s picture books, non-fiction such as text books, history, biology, math or science, or any other instructional non-fiction.</p> <p>Up to two finalists will be selected from the English-language shortlisted titles (up to 5 titles in the shortlist). One winner and one honour book will be selected in the English-language category. One winner will be selected in the Indigenous-language category. The creators of the winning books (author, translator or graphic novel illustrator) will be awarded a total of \$6,000 CAD. The creators of the English-language honour book (author, translator or graphic novel illustrator) will receive a total of \$3,000.00 CAD.</p> <p>CODE will purchase a minimum of 2,500 copies each of the English-language winning and honour book, and the appropriate number for the Indigenous-language community. These are distributed to schools, libraries, communities and Friendship Centres serving First Nation, Inuit and Métis peoples across Canada.</p> <p>Publishers of the winning and honour books are expected to actively market their book through regular sales channels and provide electronic access in as many digital formats as possible.</p>
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In 2019, we are also accepting **books written or translated into any Indigenous-language** as listed by Statistics Canada, **created by First Nations, Inuit, or Métis authors/illustrators/translators**. The work must be written for a youth/young adult audience.

**As this is the first year for the Indigenous-language award we are accepting submissions of Indigenous-language books published between January 1, 2014 and April 30, 2019.**

The Indigenous-language category is open to novels, novellas, short story and poetry collections by a single author, hi/lo (high interest/low reading level) novels, graphic novels, and creative non-fiction.

The Indigenous-language award submissions must be accompanied by an English translation (published or unpublished) for eligibility and adjudication purposes that reflect the quality and content of the Indigenous-language work.

We are not accepting children's picture books.

We are not accepting non-fiction such as text books, history, biology, math or science, or any other instructional non-fiction.

If the submission is a translated work, it must be based on a publication that was written by a First Nations, Inuit, or Métis author.

One title will be selected from the Indigenous-language shortlisted titles (up to 5 titles in the shortlist). The creators of the winning book (author, translator or graphic novel illustrator) will be awarded total of \$6,000 CAD.

The publisher of the Indigenous-language book will be granted a guaranteed purchase appropriate to the size of the language community, but not greater than 2,500 copies. The winning book will be distributed to the most appropriate schools, libraries, friendship centres, literacy and learning programs, and community centers.

The publisher of the winning book is expected to actively market their book through regular sales channels and provide electronic access in as many digital formats as possible.

In the case where a publisher submits the same book into both the English-language and the Indigenous-language categories, the books will be considered on their own merit and awarded accordingly.

<p><b>Objectives of the Award</b></p>	<p>The objective of the award is to champion literacy, build language skills and foster the love and habit of reading by ensuring that Indigenous readers have access to high-quality, culturally-relevant and engaging reading materials.</p> <p>Specific objectives:</p> <ul style="list-style-type: none"> <li>• to recognize excellence in literature for First Nation, Inuit, and Métis young adults</li> <li>• to increase the sense of cultural identity in First Nation, Inuit, and Métis peoples</li> <li>• to support the development and acquisition of language skills</li> <li>• to help foster an enthusiasm and appreciation for reading</li> <li>• to improve access to supplementary reading materials at a critical stage of learning</li> <li>• to increase the stock of First Nation, Inuit, and Métis-authored literature in Canadian schools and communities through the general book trade</li> <li>• to stimulate and support the development of First Nation, Inuit, and Métis oriented publishing in Canada.</li> </ul>
<p><b>Eligibility of Publishers</b></p>	<p>Only eligible book publishers operating in Canada can submit titles for consideration. Publishers must:</p> <ul style="list-style-type: none"> <li>• publish books based on an editorial selection process</li> <li>• have at least four titles in print and be committed to a sustained trade book publishing program, consisting of titles by a variety of writers</li> <li>• pay royalties or financially compensate the writer, translator and illustrator (if applicable) for any submitted title</li> <li>• use appropriate and effective means to market, distribute and create public awareness of their titles</li> <li>• meet basic professional standards of publishing.</li> </ul> <p>The publisher may publish a maximum of 25% each year of publications written by owners, family or employees of the publishing house.</p>
<p><b>Eligibility of Writers, Translators and Graphic Novel Illustrators</b></p>	<p>Writers, translators, and graphic novel illustrators of either the English-language or Indigenous-language submission must be First Nation, Inuit or Métis. They must be Canadian citizens or have permanent resident status, as defined by Citizenship and Immigration Canada. They do not need to be living in Canada when they are nominated.</p> <p>If the Indigenous-language submission is a translated work, it can be based on a publication where the author is no longer alive.</p>

<p><b>Eligibility of Titles</b></p> <p><b>English-Language Category</b></p>	<p>The Award is for <b>Young Adult literature</b> and is open to novels, short story and poetry collections by a single author, graphic novels, hi/lo fiction, and creative non-fiction created by First Nation, Inuit, and Métis writers, illustrators, and translators.</p> <p>We are not accepting non-fiction titles at this time.</p> <p>For this award, the term young adult and youth generally refers to readers from ages 12 through 18, and a reading level starting at grade 6.</p> <p><b>English-Language Category</b></p> <ul style="list-style-type: none"> <li>• The main language of the published book or manuscript must be English</li> <li>• Works translated by an eligible translator into English from French or from an Indigenous language are eligible. The award is shared equally between the writer and translator.</li> <li>• For graphic novels, the award is shared equally between the writer and illustrator.</li> <li>• Revised editions are eligible only if the majority of the work is deemed new, excluding a foreword written by the writer or editor.</li> <li>• Works, or sections of works, may have been previously published in magazines.</li> <li>• Adaptations are eligible. An adaptation is the new form of a literary work, a free interpretation of an existing text that has been modified enough to transform it into an original new work. An adaptation must bring the original work to another literary genre than that for which it was originally intended.</li> <li>• Co-authored works (no more than two eligible writers) may be submitted, provided they are expressed in a single voice. The award is shared equally between the two writers.</li> </ul> <p>The award is given for literary and artistic excellence for works that are accessible, written at the appropriate reading level, and culturally relevant to First Nations, Inuit, and Metis young adults.</p> <p>The features in the list below are <b>not</b> requirements for consideration, however before submitting a book or manuscript for consideration, publishers should review the story and consider these questions:</p> <ul style="list-style-type: none"> <li>• Does the story appeal to young adults aged 12 through 18?</li> <li>• Is it emotionally relatable?</li> <li>• Does it contain one or more of the many issues and subject matters that Indigenous youth deal with?</li> <li>• Is the main character (or one of characters) ages 12-18?</li> </ul>
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<p><b>Eligibility of Titles</b></p> <p><b>English-Language (continued)</b></p>	<p><b>Eligibility of professionally published books</b></p> <ul style="list-style-type: none"> <li>• First Canadian English edition trade books.</li> <li>• Titles must be published and available on the market between February 15, 2018 and April 30, 2019.</li> <li>• Books must have an ISBN, be distributed in Canada and be available in Canadian bookstores.</li> <li>• Young Adult works must have a minimum of 20,000 words or 80 pages. Exceptions will be made for hi-lo reading material, graphic novels, and poetry collections which may have a minimum of 14,000 words. Publishers must provide the reading score/level for these books.</li> </ul> <p><b>Publishers may submit books in the form of advance reading copies or bound proofs.</b></p> <ul style="list-style-type: none"> <li>• All proof copies must be bound: loose or stapled sheets will not be accepted.</li> <li>• Unedited proofs will not be accepted.</li> <li>• Proofs that do not contain the same information as the published work (the final version of the acknowledgements, the blurbs that will appear on the jacket, the indexes, etc.) will not be accepted.</li> <li>• The final book jacket is not required.</li> <li>• Publishers submitting proofs to the competition must send an additional four copies of the final book to the National Reading Campaign before August 30, 2019.</li> </ul> <p><b>Eligibility of manuscripts</b></p> <ul style="list-style-type: none"> <li>• All manuscripts must be geared towards youth Indigenous readers.</li> <li>• All manuscripts must have a minimum of 20,000 words or 80 pages. Exceptions will be made for hi-lo reading material, graphic novels, and poetry collections which may have a minimum of 14,000 words/48 pages. Publishers must provide the reading score for these books.</li> <li>• Manuscripts must be bound: no loose or stapled sheets will be accepted.</li> <li>• Manuscripts will be assessed alongside published books; it is mandatory that manuscripts be edited.</li> <li>• Publishers must have negotiated and signed a contract with the writer prior to beginning any editing or production work on the manuscript.</li> </ul>
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<p><b>Eligibility of Titles English-Language (continued)</b></p>	<p><b>Ineligible titles</b></p> <ul style="list-style-type: none"> <li>• Manuscripts that have already been submitted to the Award.</li> <li>• Selections containing material that has previously been awarded the Burt Award.</li> <li>• New editions, reprints, books or manuscripts that do not include substantial changes to the manuscript.</li> <li>• Self-published books (only eligible book publishers operating in Canada can submit titles for consideration).</li> <li>• or Non-literary biographies.</li> <li>• Textbooks or instruction guides, academic and scholarly publications, academic theses, conference proceedings, illustrated (coffee-table) books, how-to and self-help books, guide books, cookbooks, exhibition catalogues, transcripts of interviews, directories, reference books or bibliographies.</li> <li>• Publications in alternate media such as CD-ROMs, multi-media publishing, internet-based books (e-books), kits, brochures, etc.</li> </ul>
<p><b>Eligibility of Titles Indigenous-Language Category</b></p>	<p>The Award is for <b>Young Adult literature</b> and is open to novels, short story and poetry collections by a single author, graphic novels, hi/lo fiction, and creative non-fiction created by First Nation, Inuit, and Métis writers, illustrators, and translators. We are not accepting children’s picture books or non-fiction titles at this time. For this award, the term young adult and youth generally refers to readers from ages 12 through 18, and a reading level starting at grade 6.</p> <p><b>Indigenous-Language Category</b></p> <ul style="list-style-type: none"> <li>• The main language of the published book or manuscript must an Indigenous-language listed by Statistics Canada.</li> <li>• Works translated by an eligible translator from English or French into an Indigenous language are eligible. The award is shared equally between the writer and translator.</li> <li>• If the submission is a translated work, it must be based on a publication that was written and/or illustrated by a First Nation, Inuit, and Métis creator.</li> <li>• The translated work can be based on a publication where the author is no longer alive</li> <li>• Indigenous-language submissions must be accompanied by English-language translations (for purposes of eligibility/adjudication), which reflect the quality and content of the Indigenous-language work.</li> <li>• For graphic novels, the award is shared equally between the writer, translator and illustrator.</li> </ul>



**Indigenous-  
Language  
(continued)**

- Revised editions are eligible only if the majority of the work is deemed new, excluding a foreword written by the writer or editor.
- Translations of English language text are considered new work.
- Works, or sections of works, may have been previously published in magazines.
- Adaptations are eligible. An adaptation is the new form of a literary work, a free interpretation of an existing text that has been modified enough to transform it into an original new work. An adaptation must bring the original work to another literary genre than that for which it was originally intended.
- Co-authored works (no more than two eligible writers) may be submitted, provided they are expressed in a single voice. The award is shared equally between the two writers.

The award is given for literary and artistic excellence for works that are accessible, written at the appropriate reading level, and culturally relevant to First Nations, Inuit, and Metis young adults.

The features in the list below are **not** requirements for consideration, however before submitting a book or manuscript for consideration, publishers should review the story and consider these questions:

- Does the story appeal to young adults aged 12 through 18?
- Is it emotionally relatable?
- Does it contain one or more of the many issues and subject matters that Indigenous youth deal with?
- Is the main character (or one of characters) ages 12-18?

**Eligibility of professionally published books**

- First Canadian edition trade books.
- For the first year of the award (2019) titles must be published and available on the market between January 1, 2014 and April 30, 2019.
- Books must have an ISBN, be distributed in Canada and be available to be ordered by Canadian bookstores or libraries.
- Young Adult works must have a minimum of 20,000 words or 80 pages. Exceptions will be made for hi-lo reading material, graphic novels, and poetry collections, which may have a minimum of 14,000 words / 48 page minimum. Publishers must provide the reading score/level for these books.

**Publishers may submit books in the form of advance reading copies or bound proofs.**

- All proof copies must be bound: loose or stapled sheets will not be accepted.
- Unedited proofs will not be accepted.

<p><b>Indigenous- Language (continued)</b></p>	<ul style="list-style-type: none"> <li>• Proofs that do not contain the same information as the published work (the final version of the acknowledgements, the blurbs that will appear on the jacket, the indexes, etc.) will not be accepted.</li> <li>• The final book jacket is not required.</li> <li>• Publishers submitting proofs to the competition must send an additional four copies of the final book to the National Reading Campaign before August 30, 2019.</li> </ul> <p><b>Eligibility of manuscripts</b></p> <ul style="list-style-type: none"> <li>• All manuscripts must be geared towards youth Indigenous readers.</li> <li>• All manuscripts must have a minimum of 20,000 words or 80 pages. Exceptions will be made for hi-lo reading material, graphic novels, and poetry collections which may have a minimum of 14,000 words/48 pages. Publishers must provide the reading score for these books.</li> <li>• Manuscripts must be bound: no loose or stapled sheets will be accepted.</li> <li>• Manuscripts will be assessed alongside published books; it is mandatory that manuscripts be edited.</li> </ul> <p>Publishers must have negotiated and signed a contract with the writer/translator/illustrator prior to beginning any editing or production work on the manuscript.</p> <p><b>Ineligible titles</b></p> <ul style="list-style-type: none"> <li>• Manuscripts that have already been submitted to the Award.</li> <li>• Selections containing material that has previously been awarded the Burt Award.</li> <li>• New editions, reprints, books or manuscripts that do not include substantial changes to the manuscript.</li> <li>• Self-published books (only eligible book publishers operating in Canada can submit titles for consideration).</li> <li>• or Non-literary biographies.</li> <li>• Textbooks or instruction guides, academic and scholarly publications, academic theses, conference proceedings, illustrated (coffee-table) books, how-to and self-help books, guide books, cookbooks, exhibition catalogues, transcripts of interviews, directories, reference books or bibliographies.</li> <li>• Publications in alternate media such as CD-ROMs, multi-media publishing, internet-based books (e-books), kits, brochures, etc.</li> </ul>
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<p><b>Nomination Process</b></p>	<p>Publishers must complete a separate Publisher’s Nomination Form for each eligible title in each category.</p> <p>There are two Publisher Nomination Forms.</p> <ul style="list-style-type: none"> <li>• English-language category submissions</li> <li>• Indigenous-language category submissions.</li> </ul> <p>Send the completed form with four copies of the book or bound manuscript to the National Reading Campaign. All submissions must be received by the August 30 deadline.</p> <p>Publisher Nomination Forms are available: <a href="http://www.burtawards.org">www.burtawards.org</a> or <a href="http://www.nationalreadingcampaign.ca">www.nationalreadingcampaign.ca</a></p>
<p><b>Assessment of Nominations</b></p>	<p>Peer evaluation is fundamental to the decision-making process. A jury selected from within the Indigenous writing and publishing and education communities in Canada reviews submissions for the CODE Burt Award.</p> <p>The National Reading Campaign administers the jury process. The jury is made up of First Nations, Inuit, and Métis people. Jury members will be selected with consideration to fair representation of First Nations, Métis, and Inuit, gender, generations and artistic, cultural and regional practices. They will have skills, knowledge, experience, and understanding of young adult literature, literacy, education, and publishing. The jury will consist of one Chair and two representatives and one youth juror. The decisions of the jury are final.</p> <p>The jury examines the eligible works according to literary and artistic excellence and the capacity of works to engage and entertain young First Nation, Inuit, and Métis readers.</p> <p>For queries about eligibility requirements or the submission process please contact: <a href="mailto:info@nationalreadingcampaign.ca">info@nationalreadingcampaign.ca</a> with <b>Burt Award Inquiry</b> in the subject line.</p>

## IMPORTANT INFORMATION

<p><b>Processing the Nomination</b></p>	<p><b>Nomination preparation</b></p> <ul style="list-style-type: none"> <li>• You are responsible for providing all the information and support material requested.</li> <li>• National Reading Campaign will make eligibility decisions based on the information provided in this nomination.</li> <li>• Submit only the material requested. Extra material will not be shown to the jury.</li> <li>• The National Reading Campaign is not responsible for the loss or damage of support material submitted.</li> <li>• It is important to inform the National Reading Campaign of any changes to your contact details.</li> </ul> <p><b>Only one copy of the nomination form is required.</b></p> <p><b>Response time</b></p> <p>The publishers and writers, translators or illustrators of the shortlisted books will be notified by CODE, in writing, approximately <b>three months</b> after the August 30, 2019 deadline. They must agree to keep the results confidential until the public announcement of the winning and honour book titles. The shortlist will be announced in November and the winners will be announced at a subsequent event.</p> <p><b>Previous winners</b></p> <p>Please consult the CODE Burt Award website (<a href="http://www.burtaward.org">www.burtaward.org</a>) for the list of past winners.</p>
<p><b>Personal Information</b></p>	<p>The National Reading Campaign shares the names and contact information, including the address, email address and telephone numbers of the publishers and the winners with CODE. This information is used by CODE to notify the publishers and winners.</p> <p>CODE is subject to the Personal Information Protection and Electronic Documents Act.</p>

<p><b>Award Terms and Conditions</b></p>	<p>Once the finalists and winner have been contacted, they must confirm acceptance of the prize and agree to keep the results of the competition confidential until CODE makes its official announcement.</p> <p>The publishers of the winning and honour books must sign a publishing agreement with CODE and agree to publish the work within 12 months of notification. They will be required to provide to CODE, at no cost, 15 copies of the winning book for promotion and sponsorship purposes. CODE’s Burt Award Seal must be printed on all books purchased by CODE.</p> <p>Writers, translators, illustrators and publishers of the winning and honour books are expected to participate in the award-related events, including the prize presentation, receptions, media interviews, school visits, and press conferences. They must also allow photographs and public information about themselves to be used for promotion of the awards and in other CODE promotional initiatives.</p> <p>The support of CODE must be clearly acknowledged in any public announcements, advertising or publications related to books that receive the CODE Burt Award.</p> <p>As this is the first year of this category, and the first ever YA Indigenous - language literature award in Canada, we welcome your questions and suggestions for improvements. If you have a book/project you think should be considered, please be sure to send your questions/ queries and reasoning regarding your submission to the National Reading Campaign.</p>
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